

WORKSHOP MEETING
March 4, 2020

The workshop meeting of the Township Committee of Oxford Township was held on March 4, 2020 in the Oxford Township Municipal Building, 11 Green Street, Oxford, New Jersey.

In attendance were Robert Nyland, Gerald Norton, Georgette Miller, Township Committee, Larry Cohen, Attorney and Sheila L. Oberly, Municipal Clerk.

Matt Hall also attended.

The flag salute was recited.

Mayor Nyland called the meeting to order at 7:00 PM.

Mayor Nyland and Township Committee recognized the heroics acts of Brandon Riggs, Marcel Walls and David Schumacher, the three boys that helped Mr. and Mrs. James Monteleone at 56 Pequest Road, to safety when their house was destroyed by fire on February 14th. He presented each one with a letter of recognition.

Ordinances:

Ordinance 2020-03 To Exceed the Municipal Budget Appropriation Limits and to Establish a CAP Bank was read by title on second reading and opened for public comments.

There was no public comment.

Public Comment was closed.

On motion by Mayor Nyland, seconded by Mr. Norton and passed unanimously on roll call vote to adopt **Ordinance 2020-03** on second reading.

ORDINANCE 2020-04

AN ORDINANCE OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN, STATE OF NEW JERSEY TO AMEND CHAPTER 340 ENTITLED “ZONING” ARTICLE VI “GENERAL REGULATIONS” TO CREATE NEW SECTION 340-27.1

WHEREAS, the Oxford Township Committee, as part of its consideration of zoning amendments related to Oxford Town Center, permitted apartments above garages within the TC-1 Town Center Redevelopment Zone of Oxford Town Center, and

WHEREAS, the Oxford Township Committee wishes to provide additional housing options within the Township as a whole, along with opportunities for residents to derive additional income that will help support new and continued homeownership within the Township.

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Oxford in the County of Warren and State of New Jersey, as follows:

Section 1. Chapter 340 Entitled “Zoning”, Article VI “General Regulations” is hereby amended to create a new Section 340-27.1 “Accessory Apartments” to read as follows:

§340-27.1 Accessory Apartments

A. Accessory apartments shall be permitted in all residential zones within the Township of Oxford, subject to the following requirements:

(1) All accessory apartments proposed and meeting the requirements of this section shall be required to obtain a zoning permit from the Zoning Officer of the Township of Oxford prior to the issuance of construction permits. Any and all construction permits required shall be obtained by the applicant at his/her own expense, and the accessory apartment shall only be occupied upon issuance of a certificate of occupancy by the Construction Office. Any accessory apartment proposed not meeting the requirements of this section shall seek appropriate relief from the Oxford Township Land Use Board and shall only be granted construction permits upon receiving all necessary land use approvals.

(2) Any lot where an accessory apartment is proposed shall meet all area, yard and bulk requirements for the zone in which the lot is located.

(3) No individual lot within the Township shall be permitted more than one (1) accessory apartment.

(4) No accessory apartment shall contain more than one (1) bedroom.

(5) All accessory apartments shall be contained in an accessory building, whether existing or newly constructed, and shall not be attached to the principal dwelling in the case of a new building. Any newly constructed accessory building shall meet the minimum yard requirements for an accessory building/structure as required for the zone in which the lot is located.

(6) Any person wishing to construct an accessory apartment shall demonstrate that either public sewer exists or can be provided to the lot or the existing septic system is adequate to handle the additional bedroom proposed. Demonstration of the adequacy of the existing septic system shall be in the form of inspection and written report by a qualified professional engineer or other professional licensed to provide such determination. Provided proper approvals are obtained from any agency having jurisdiction over the matter, expansion of existing septic systems to provide additional capacity to support an accessory apartment shall be permitted.

(7) Adequate additional parking per the New Jersey Residential Site Improvement Standards, N.J.A.C. 5:21, et. seq., shall be provided. For a one-bedroom apartment, 2 additional spaces shall be provided.

(8) All accessory apartments shall be registered with the Township Clerk and assigned a street address by the Township. The number designation of the accessory apartment shall be identical to that assigned to the principal dwelling plus the letter “B”. Such number designation shall be posted on the accessory building containing the apartment in a location

visible to emergency responders and shall also be posted on a separate mailbox that shall be installed for the apartment.

Section 2. If any part or parts of this Ordinance are for any reason held to be invalid, such adjudication shall not affect the validity of the remaining portions of this ordinance.

Section 3. All Ordinances or parts of Ordinances which are inconsistent herewith are repealed, but only to the extent of such inconsistency. All other parts of the Township of Oxford Code not inconsistent herewith are ratified and confirmed.

Section 4. This Ordinance shall become effective following its final passage and publication as required by law.

On motion by Mr. Norton, seconded by Mrs. Miller and passed unanimously on roll call vote to adopt **Ordinance 2020-04** on first reading, second reading, public hearing will be held on April 1, 2020 at 7:00 PM.

ORDINANCE 2020-05

ORDINANCE OF THE TOWNSHIP OF OXFORD, COUNTY OF WARREN, STATE OF NEW JERSEY ADOPTING THE REDEVELOPMENT PLAN FOR CAMBRIDGE WEST

WHEREAS, on September 4, 2019, the Oxford Township Committee adopted Resolution 2019-49 directing the Oxford Township Land Use Board to conduct a preliminary investigation of Block 26, Lot 83, more commonly known as Cambridge West, as to whether it qualified as an “area in need of redevelopment” as defined in the New Jersey Local Redevelopment and Housing Law, N.J.S.A. 40A: 12A-1 et seq; and

WHEREAS, a Redevelopment Study & Preliminary Investigation Report prepared by Kyle + McManus Associates was issued on October 4, 2019; and

WHEREAS, the Oxford Township Land Use Board held a public hearing on the investigation report on October 22, 2019 and adopted a resolution recommending that the Township Committee designate Block 26, Lot 83 as an area in need of redevelopment; and

WHEREAS, the Township Committee adopted Resolution 2019-54 designating Block 26, Lot 83 as an area in need of redevelopment on November 6, 2019; and

WHEREAS, at the direction of the Township, James T. Kyle, PP, AICP of Kyle + McManus, Associates prepared a redevelopment plan for the designated area; and

WHEREAS, a draft of the redevelopment plan was considered by the Oxford Township Land Use Board on February 25, 2020 and subsequently recommended for consideration for adoption by the Township Committee.

WHEREAS, the adoption of the redevelopment plan is required by ordinance pursuant to N.J.S.A. 40A:12A-7,

NOW THEREFORE BE IT ORDAINED AND ENACTED BY THE OXFORD TOWNSHIP COMMITTEE that the Redevelopment Plan for Cambridge West dated March 3, 2020, which is attached hereto and incorporated herein, is hereby adopted.

BE IT FURTHER RESOLVED BY THE OXFORD TOWNSHIP COMMITTEE that this ordinance shall be referred to the Oxford Township Land Use Board in accordance with the requirements of the New Jersey Municipal Land Use Law, N.J.S.A. 40:55D-26, for a determination as to whether this proposed ordinance is consistent with the Oxford Township Master Plan. Such determination shall be made within 35 days of this referral.

Effective Date. This Ordinance shall take effect upon final passage and publication as provided by law.

On motion by Mr. Norton, seconded by Mrs. Miller and passed unanimously on roll call vote to adopt **Ordinance 2020-05** on first reading, second reading, public hearing will be held on April 1, 2020 at 7:00 PM.

Discussion of Township Business Property Brought before the Township Committee

On motion by Mayor Nyland, seconded by Mrs. Miller and passed unanimously on roll call vote to adopt a four-year Shared Service Agreement with Washington Borough for Animal Control Officer Services for \$10,000.00 per year.

On motion by Mayor Nyland, seconded by Mrs. Miller and passed unanimously on roll call vote to adopt a three-year Shared Service Agreement with Washington Borough for use of Oxford's Garbage Truck, for the sum of \$10,000.00 per year.

This truck is to be utilized as a backup as needed to the Borough's three active duty solid waste trucks should a truck become disabled due to a traffic accident, mechanical breakdown or other unforeseen problem.

The clerk presented three copier quotes to the Committee for their consideration.

On motion by Mayor Nyland, seconded by Mrs. Miller and passed unanimously on roll call vote to approve Stewart Business's quote including delivery, networking, and installation of a new copier, as well as pick up of the previous copier. Pricing is on NJ State Contract, Index # G-2075, Award #40469.

- 60 Month Lease
- \$117.41 Per Month
- Black and White Prints- \$0.0076
- Color Prints- \$0.0450
- Pricing Fixed Per Term

On motion by Mr. Norton, seconded by Mrs. Miller and passed unanimously on roll call vote to approve a Raffle License for Oxford Central PTA to be held on April 18, 2020.

On motion by Mayor Nyland, seconded by Mrs. Miller and passed unanimously on roll call vote to approve fourteen individual Season Passes for Family Promise to be used at the Oxford Furnace Lake for the 2020 season.

On March 3, 2020 two solar bids were received-Solarstone, NJ LLC and Active Solar Development.

The Committee reviewed both bids and on motion by Mayor Nyland, seconded by Mrs. Miller and passed unanimously on roll call vote to award the solar bid at the March 18th meeting after Attorney review. Mayor Nyland stated that this is "Good News for Oxford Township."

On motion by Mayor Nyland, seconded by Mr. Norton and passed unanimously on roll call vote to sign the Warren County Pollution Control Financing Authority (PCFA) 2020 contract.

On motion by Mayor Nyland, seconded by Mrs. Miller and passed unanimously on roll call vote to hire Tyler Bush, Department of Public Work Laborer starting March 2, 2020.

The Committee tabled the discussion of the Triangle Property/Brennan LLC bill to March 18th meeting until Mr. Finelli will be present.

Mayor Nyland stated that he received a letter asking to place a "Memorial" bench at the Oxford Furnace Lake. The Committee discussed the possibilities and will research standard benches that will hold up to the elements.

Mayor Nyland will reach out to the family that requested the bench and the Committee will discuss further at their March 18th meeting.

Belvidere Lion Club sent a letter to the Committee asking for a donation. Matt Hall will write a letter to the Lion's Club stating that Oxford Township cannot donate.

Mayor Nyland stated that the Memorial downtown on the triangle has been maintained by an Oxford resident.

Mayor Nyland suggested that the Township take over maintaining the property and paying the electric bill. Mayor asked Lou Accetturo to acquire the electric bill and before the March 18th meeting to have the information to the Committee, what the cost would be to transfer the cost to the Township.

Mrs. Miller stated that she had a meeting with the two Event Coordinators and discussed some ideas about utilizing the triangle piece. (Former OxWall).

- Farmer's Market-18 weekends from May 31st to October 31st
- October 10th-Food Truck Festival for young and old
- Strongman Competition for all ages at the lake
- Dino Day at the Lake
- April 25th Fishing Tournament-open to kayaks only

Mrs. Miller said that the two coordinators are talking to the Warren County Board of Health in reference to allowing vendors at all these events.

Mayor Nyland will call Alex Lazorisak, Warren County Administrator and ask about obtaining barriers for the events.

Mayor Nyland will reach out to NJ Department of Environmental Protection (NJDEP) to have a meeting to discuss the triangle.

Mrs. Miller stated that Oxford Youth Association (OYA) wants to give the responsibility of the tree lighting at Christmas and the bonfire, held each January back to the township.

Township Engineer:

No Report Given

Township Attorney:

Mr. Cohen said that documents have been filed against Oxford Textile and Oxford Textile has filed a motion against it. Mr. Wenner will take care of the motion and should be successful. This motion should bring approximately \$2,000.00 in revenue to the Township.

Public Comment:

Mr. Magnuson, Oxford School Superintendent stated that the third and fourth grade boys won the Basketball Championship.

It was announced that on September 26th, Warren County will host Heritage Day at Shippen Manor.

End of Public Comment.

Motion to Pay Bills:

On motion by Mayor Nyland, seconded by Mrs. Miller and passed unanimously on roll call vote to approve all the bills presented and approved by the Committee.

Adjourn:

On motion by Mayor Nyland, seconded by Mrs. Miller and passed unanimously on roll call vote to adjourn the meeting at 7:40 PM.

Sheila L. Oberly, RMC

